

HAMILTON COUNTY AIRPORT AUTHORITY  
JUNE 5, 2008

The Hamilton County Airport Authority met at 6:30 p.m. on Thursday, June 5, 2008 in the Commissioners Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. President Silvey called the meeting to order and Secretary Rauch took roll call and declared a quorum present of Allyn Beaver, Tom Kapostasy, Ted Moran, and Don Silvey. Tim Tolson was absent.

**Approval of Minutes**

A. Beaver motioned to approve the minutes of May 1, 2008. Kapostasy seconded. Motion carried unanimously (4-0).

**President's Report**

Union Township Trustee

Silvey stated the Montgomery's have worked closely with the Union Township Trustee and she has requested the Airport Authority help her set up a meeting with developers and a private utility company on June 20, 2008. The Board is only facilitating this meeting.

**Committee Reports**

Community and Public Relations

Warren White presented a copy of the report he will be sending to the Hamilton County Convention and Visitors Bureau (HCCVB) for the Destination Hamilton County Grant. Willow Marketing received 688 names of pilots and dispatchers, 364 completed surveys, which makes it a statistically viable survey. Of the aircraft that fly into Indianapolis about half of them go to Indianapolis International Airport with the remaining aircraft evenly distributed between Indianapolis Executive Airport (IEA), Mount Comfort Airport, and Eagle Creek Airport. IEA was not known by more than half of the respondents. By changing that awareness problem there should be an increase in the number of people who come to IEA.

Willow Marketing will be meeting with staff of the HCCVB to develop a survey to find out what can be done to entice people to stay longer. The survey will be developed, distributed and completed within the next 45 to 60 days. The project is 70% complete.

**Finance, Planning and Administration**

Silvey presented cost estimates for 2008 capital and maintenance projects.

Entrance drive repair	\$130,000
Add lighting where needed	\$21,000
Runway Crack Seal	\$31,500
Site electrical inspection	\$12,500
Fence repairs	\$5,000

Rauch stated the current balance in the Building and Structure Repair line item is \$189,500. Silvey will reduce the paving by \$10,500 to \$119,500. Silvey stated this estimate is for the driveway and the long term parking area. Silvey has called the Hamilton County Highway Department to see if we can use the county bid

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prices. Kapostasy motioned to approve the amended schedule for a total of \$189,500 with the change of the entrance drive repair to \$119,500. A. Beaver seconded. Motion carried unanimously (4-0).

Silvey presented a proposed 2009 Budget. Silvey changed the Marketing line item from \$18,500 to \$1,500 because we will not be performing the marketing survey next year. Kapostasy stated in prior meetings the Board has engaged Willow Marketing on a retainer basis to act as our marketing agent. Even though a great deal of their funds went to compliment the HCCVB Grant, the intent was to maintain the \$18,500 retainer rather than increasing payments to individual marketing companies or the airport manager. Kapostasy recommended reducing Buildings and Repairs by \$17,000 and leave \$18,500 in Marketing for 2009. Kapostasy motioned to approve the 2009 Budget. A. Beaver seconded. Motion carried unanimously (4-0).

Silvey presented the proposed 2009 airport operating budget. Fuel income is anticipated to decrease. The revised contract with the Airport Manager becomes effective July 1, 2008 with an adjustment to his salary and the income to Hamilton County has been decreased to \$20,000. The 118% change in the land leases is due to their being based on the Consumer Price Index. We anticipate an increase in the revenue of the farm land rent when it is put out to bid. Kapostasy motioned to approve the budget submitted by the Airport Manager for the operations of the airport for 2009. A. Beaver seconded. Motion carried unanimously (4-0).

### **Indianapolis Executive Airport Report**

Andrea Montgomery presented the IEA report.

- Fuel costs are rising and the airport is down approximately 60,000 gallons from last year.
- INDOT is helping airports add signs to roadways. Montgomery would like to have larger signs on SR 32 and 146<sup>th</sup> Street going west from Hamilton County. The Board gave permission for Montgomery to submit the paperwork to INDOT.
- INDOT is requesting completion of the Aviation Association of Indiana (AAI) survey. Carl Winkler is working on the survey.
- The Indiana Down Syndrome Foundation event will be held June 14, 2008. Advertisements will be in several newspapers, the media will be in attendance and elected officials of Hamilton and Boone County have been invited. Volunteers and raffle prizes are needed.
- The Montgomery's will advertise at the NBAA Conference in October.
- The AAI Conference is October 14-16, 2008. Jim Coyne, NATA President will be speaking. IEA should be meeting with the FAA at this conference.
- Final copies of the emergency and security procedures have been distributed and the TSA was very complimentary on our procedures.
- The second quarter report will be presented in July.
- Indianapolis 500 Race Day traffic was heavy this year.

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- The Jackson Center Pancake Breakfast went well. We raised \$4,500.
- The Public Advisory Committee (PAC) meeting will be held July 10, 2008 at 8:00 a.m. at IEA and a public hearing on July 31, 2008 at IEA. Montgomery will review the list and forward the names of Zionsville planning representatives that should be invited. Kapostasy stated in the past there has been a formal motion to appoint the members of the PAC. The five representatives from Boone County are appointed by the Boone County Commissioners. We should not override their selections. He has had discussions with representatives of Zionsville regarding why they were not represented and he has informed them they should discuss this with the Boone County Commissioners. Kapostasy strongly recommended staying with the appointments from the Boone County Commissioners. The Airport Board membership on this committee is restricted to two Board members so the PAC meeting would not be a public noticed meeting.

Kapostasy stated Ann Cavaluzi from the Westfield Planning Department has left Westfield, The Board concurred to ask Joe Plankus to replace Ann Cavaluzi. Kapostasy motioned to approve the list. A. Beaver seconded. Motion carried unanimously (4-0).

- Montgomery Aviation will be hosting a CPR/AED training at the airport on June 11, 2008 at 8:00 a.m. and 1:00 p.m.
- FAA surveyed the airport for the WASA approach for Runway 18.
- GSE Survey (noise & pollution) for the FAA will be performed next week. Kapostasy asked if there are any strings attached for the noise study? We have had it listed in the Master Plan and have chosen not to invest in it as an optional item. Silvey stated that was part of the last authorization. Kapostasy asked Rauch to review the minutes and bring back that information to the next meeting. Mike Evans stated Landum and Brown are scheduled to begin a noise study June 16, he will check with Chris Snyder.
- Dirt is being moved on the trailer sales property. Silvey stated they have been told to not come on the airport property until they receive FAA approval.
- The runways will start to be closed Monday (June 9) for relocation of the Glideslope/Localizer. Once the Localizer antenna is down they will open up the far end of the taxiway and at the pilots discretion they will be allowed to land or take off.

### **Woolpert Engineering Report**

Mike Evans presented the Woolpert Engineering Report.

### AIP-13

Anticipate close out of the Shelly & Sands contract at the July meeting.

### Local Projects

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Master Planning – PAC meeting will be held at 8:00 a.m. on July 10, 2008 at the airport. The Public Hearing will be July 31, 2008 from 6:30-8:30 p.m. at the airport

Stormwater Rule 6 - final packet and letter have been distributed to Dan Montgomery. Rauch asked Evans to send a copy to her for the record.

Glideslope – work will begin June 9, 2008.

Northside Trailer Sales – the developer is aware of what he is allowed and not allowed to do on the airport property. Construction has begun. Someone needs to do an erosion control mitigation plan but it has not been determined who will do that plan. This is a plan to allow dirt to be received on airport property. No confirmation or approval has been received by the FAA for work on the airport property.

Kapostasy stated the noise study was discussed at the April and May meeting and apologized for the confusion.

**Old Business**

AAI Quarterly Meeting

Moran stated he attended the AAI Quarterly Meeting in Greensburg and word is getting around about IEA and all of our progress.

Moran asked if the Board has a committee that researches and identifies available property around the airport that we would need in the future? Silvey stated we have a drawing that shows the properties around the airport that are recommended for future purchase if available. Kapostasy stated a list of properties have been identified and prioritized for possible acquisition in the future. This list has been submitted to the Hamilton County Council and Commissioners for future budgeting. Howard stated in order to be eligible for FAA reimbursement they will have to be listed on the Master Plan and this should wait until the Master Plan is complete.

**County Council Liaison**

Brad Beaver requested an Executive Summary on the Sheridan Airport be sent to him and Rick McKinney.

**Secretary's Report**

Rauch reported the final payment of the Promissory Note to Ray VanSickle will be made June 28, 2008.

**Next Meeting** – July 17, 2008

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A. Beaver motioned to adjourn. Kapostasy seconded. Motion carried unanimously (4-0).

**Present**

Allyn Beaver, Board Member  
Tom Kapostasy, Vice President  
Ted Moran, Board Member  
Don Silvey, President  
Mike Howard, Attorney  
Andrea Montgomery, Montgomery Aviation  
Dan Montgomery, Montgomery Aviation  
Carl Winkler, Montgomery Aviation  
Kim Rauch, Secretary  
Mike Evans, Woolpert Engineering  
Warren White, Willow Marketing  
Tania Lopez, Indianapolis Star  
Ramon VanSickle  
Evan Kellum

**APPROVED**

\_\_\_\_\_  
Don Silvey, President

Date: \_\_\_\_\_

**ATTEST**

\_\_\_\_\_  
Kim Rauch, Secretary

Date: \_\_\_\_\_